

Saratoga Cemetery District

Board of Trustees

Minutes – June 26, 2013

District Offices

14766 Oak Street, Saratoga, CA 95070

1. CALL TO ORDER:

1.1 Chairperson Vicky Bosworth called the Regular Meeting, of the Saratoga Cemetery District Board of Trustees, to order at 5:05 PM PDT at the District Office's.

2. ROLL CALL: Those in attendance and constituting a quorum were:

2.1 Trustees present: Vicky Bosworth, Judy Johnstone, Wayne McIntyre, Debra Cummins, and James Nunn. Staff present: Gary Reed.

3. APPROVAL OF MINUTES OF LAST MEETING:

3.1 Motion by Trustee Bosworth: Move to approve the minutes of the May 29, 2013 Regular Meeting, Seconded by Trustee Debra Cummins and carried without dissent.

4. PUBLIC PARTICIPATION:

4.1 None.

5. AGENDA CHANGES:

5.1 None.

6. COMMUNICATIONS:

6.1 Written: Staff presented:

a) Wells Fargo Advisors report 2 redeemed notices and 2 partial call notices. Ballots for upcoming elections for both the CSDA and the SDRMA were received.

b) A reminder of the upcoming CSDA Conference in Monterey this year: to be held September 16th through the 19th, and will include workshops on effective Special District management. Interested Trustees should contact Gary to make reservations.

6.2 Oral: None.

7. CONTRACTORS AND PURVEYORS ATTENDING:

7.1 None

8. GROUNDSKEEPING AND MAINTENANCE REPORT:

8.1 Staff reported that:

a) Staff reported that the perimeter fencing project is complete, except for the main gates and the hinges on the pedestrian gate. Following a walking inspection of the project by staff, it was concluded that: whatever gain in longevity may have been achieved by the galvanizing/painting of the metal materials, certainly came at the consequence of its overall beauty and appearance.

8.1 Continued:

b) Staff reported that the well pressure is lower than required to run the irrigation system optimally. It was anticipated to be providing a higher yield based on initial computations. Gardino Drilling Co. will be consulted for further testing, and to determine a revised base line to provide a more accurate benchmark.

c) Discussion continued on water supply demands of the property, and the current method the Water District utilizes to calculate the rate per gallon.

It was further suggested: that all, or part, of the remaining 2 acres of undeveloped District property be utilized for agricultural production. This conceivably would affect our current classification with the water purveyors.

9. CONTINUING BUSINESS:

9.1 Staff reported annual returns on the District's four investment accounts: Endow. Interest 3.11%, Endow. Principal 3.12%, Pre-Need 3.27%, Capital Improvements 3.31%.

9.2 Chairperson Bosworth instructed Trustees to select their respective three favorite photos; from those provided by Wayne Productions and / or those archived pictures mailed by James to each Trustee on Feb. 14, 2013, entitled: "info Brochure 1 of 2". The choices should be forwarded to Gary prior to the next scheduled Regular Meeting.

9.3 Selection of ad hoc committee for retaining new legal counsel: It was concluded that Trustee's Bosworth and Johnstone would head-up the Ad-Hoc Committee to provide the Board: a list of viable candidates / firms for consideration in providing legal representation to the District.

10. NEW BUSINESS:

10.1 Fiscal Year 2013-14 budget approval: Staff provided the Board with and overview of the presented Budget Material entitled: Operational Budget Analysis & Forecast for Fund 1890, Fiscal Year 2013-2014.

Motion: by Trustee Wayne McIntyre: Move to approve the Budget and Forecast for Fund 1890, for the 2013-2014 Fiscal Year, in the amount of \$532,270, as presented. Seconded by Trustee James Nunn and carried without dissent.

11. CLOSED SESSION:

11.1 None Scheduled.

12. BOARD SIGNATURES:

12.1 Board signed Minutes of Last Meeting, Certificates of Ownership of Burial Rights and checks.

13. ADJOURNMENT:

13.1 The Regular Meeting was ordered adjourned at 5:59 PM PDT>

Minutes by James Nunn

Victoria Bosworth, Chairwoman

James Nunn, Vice-Chairman

Debra Cummins, Financial Officer

Judy Johnstone, Trustee

Wayne McIntyre, Trustee